

TIPSS

**Monthly
Task Order
Status Reports**

INTRODUCTION

- TIPSS requires standard Task Order Status Reports for every Task Order. The content of each report varies by type of Task Order Issued.
- Types of Task Order Status Reports
 - Completion
 - Fixed
 - Term

Completion Status Report

- Reporting tool used with Completion type Task Orders - Task Order obligates the Contractor to provide specific deliverables according to a defined delivery schedule
- Report enables the COTR to monitor the cost, schedule, and labor utilization of their Task Order against a baseline plan and deliverable schedule

Fixed Price Status Report

- Reporting tool used with Fixed type Task Orders. Task Order obligates the Contractor to provide specific deliverables according to a defined delivery schedule for an “established” price.
- Report enables the COTR to monitor progress and interim deliverables against a baseline plan and deliverable schedule

Term Status Report

- Reporting tool used with Term type Task Orders - Task Order obligates the Contractor to deliver only a specified number of hours by labor category within a specified period of performance

Term Status Report (Cont'd)

- Report enables the COTR to monitor the hours and costs, to identify overruns and underruns, to identify the magnitude, and project the occurrence.
- (See Figure C.8.2-1)